TOWN OF RANDOLPH, VERMONT
SELECTBOARD MEETING

Thursday, November 13, 2025 at 5:30pm
Randolph Town Offices (*see note)

This will be a hybrid meeting. Please use link below to join remotely:
https://us06web.zoom.us/j/89598932876 Meeting ID: 895 9893 2876; by phone only – (929) 436-2866.

Liquor Control Board

1. Call to Order.
2. Public Comment (for items not on the agenda).
3. Approval of Agenda.
4. Business
   a. Consider Liquor Licenses – Renewal and New (with outside consumption permits, if applicable).
      i. Sodexo Operations, LLC (VTSU-Randolph Campus)
      ii. CE Wild Co. LLC (The Forge)

Agenda

1. Call to Order
2. ***PUBLIC HEARING – Proposed Changes to the False Alarm Ordinance.***
3. Public Comment
4. Approval of Agenda
5. Consent Calendar
   a. Meeting Minutes 10/09/2025
   b. Warrants
   c. Cemetery Plot Sales – Randolph & Randolph Center Cemeteries
6. Business
   a. Consider Adopting the Amended False Alarm Ordinance.
   b. Consider Appointments to Boards, Committees, and Commissions.
      i. Budget Committee
      ii. Conservation Commission
      iii. Development Review Board
   c. Consider Walk/Bike Master Plan Draft and Feedback.
   d. Consider Appeal to Re-Naming of Sherman Lane to Sand Oak Lane.
   e. Consider KPL Cupola Grant and Easement – Discuss Meeting, Determine Next Action.
   f. Consider KPL's Request to Create Capital Reserve Fund.
   g. Planning Commission's Presentation of Proposed Event Ordinance Changes.
   h. Consider Vacation Time Carry-Over.
   i. Consider Authorizing Facility Condition Assessment RFP.
   j. Follow Up Land Use Maps/Work Session.
7. Town Manager's Report.
8. Executive Session – Pursuant to 1 V.S.A § 313 (a) (1) (A) [contracts] and 1 V.S.A § 313 (a) (3) [personnel; appointment/evaluation].
9. Adjournment.

*Note: This agenda may be modified 24 hours prior to meeting. At the discretion of the Chair, the Board may deviate from the order of subjects above. The Town of Randolph provides equal access to its programs and services. To request a specific accommodation, contact the Town at 802-728-5433 or 800-253-0191 *TTY, or email trevor@randolphvt.org . The Town offices are wheelchair accessible.*

SELECTBOARD MEETING AGENDA NOTES AND TOWN MANAGER'S REPORT
November 13, 2025

Packet items are marked to correspond to the numbers/letters on the agenda for the meeting.

Liquor Control Board

4.a – Consider Liquor Licenses – Renewal and Outside Consumption [Sodexo (VTSU) and The Forge].
The Board will be acting in its capacity as the local liquor control board for this item. Applications are enclosed in the packets.

The license renewal is for Sodexo Operations, LLC (VTSU-Randolph); the outside consumption permit application is for The Forge.

Recommended action:
Consider a motion to approve the license renewal and new licenses for:

- *A first- and a third-class liquor license for Sodexo Operations, LLC;*
- *An outside consumption permit for CE Wild C0. LLC, doing business as The Forge.*

Regular Meeting

Public Hearing (#2)
This is the public hearing required for consideration of changes to the false alarm ordinance. An action item, if so inclined, is also on the agenda (#6.a).

A copy of the proposed amendments is included in the packets.

Recommended action:
Open, hold, and close the public hearing.

Approval of the Agenda (#4)
Earlier drafts of the agenda included an item related to the State grant for the Salisbury Square project. The Town is expecting materials to arrive related to the grant, but has not seen those as of this writing. Warning action items for an agenda without any of the backing items, or even a good way to explain what is being asked of the Board, is less than ideal. If materials arrive, and the Board is so inclined, it could consider amending the agenda to include the item (a revised grant agreement, with additional elements requiring the review of the Town's legal counsel).

Recommended action:
If necessary or desired, consider amending the agenda prior to approval to add the item.

Consent Calendar (#5)
The consent calendar contains warrants (ratification of approval), the minutes from the prior meeting (10/09/25; enclosed), and two cemetery plot sales. The draft minutes and cemetery requests are included in packets.

Recommended action:
Consider a motion to approve the consent calendar as presented or otherwise amended.

Business (#6)

6.a – Consider Adopting the Amended False Alarm Ordinance.

Following the closure of the public hearing, the Board will be in position to adopt the proposed changes to the ordinance.

The ordinance adoption table (below) presented in the prior meeting's packet, provides a timeline from action through adoption.

PROCESS ELEMENT	REQUIRED DATE	COMPLETION DATE	NOTES
Date of 1st Presentation:	10/8/2025		Presentation of iteration, discussion, and questions.
Public Hearing:	11/13/2025		Scheduled for a meeting following consensus on an iteration.
Date of Adoption:	11/13/2025		Meeting at which an ordinance or amendment is adopted.
Deadline for posting (5 places):	11/20/2025		7 days is preferred, no later than 14. 24 VSA § 1972 (a)(1)
Deadline for Summary Publication:	11/27/2025		Not more than 14 days from adoption. 24 VSA § 1972 (a)(1)
Deadline for Appeals:	12/27/2025		Not more than 44 days. 24 VSA § 1973 (b)
Effective Date:	**1/12/2026**		60 days from date of adoption. 24 VSA § 1972 (a)(2)

Recommended action:
Consider adopting the ordinance as amended.

6.b. – Consider Appointments to Boards, Committees, and Commissions.

Application and other materials are enclosed. The appointments include two for the Budget Committee and one each for the Conservation Commission and Development Review Board.

Recommended action:
Consider whether or not to make the appointments.

6.c. – Consider Walk/Bike Master Plan Draft and Feedback.

The deadline for public comment has closed, and Town staff (including maintenance staff) sat with TRORC project staff to review. All feedback will be included as a formal appendix to the final plan. Some of it may be incorporated into plan sections, if/where applicable. Other items have been relayed to Vtrans for possible incorporation into the Class 1 paving project slated for next summer. A link to the draft plan can be found by clicking here; the draft plan has also been included in prior packets.

Town staff will quickly review the draft and its component parts. The final version of the plan will be presented by the TRORC project team at the December meeting, along with the final scoping study for a trio of sidewalk extensions/additions (Park Street, from the current terminus to the recreation facility;

Weston Street, from the current terminus to the Senior Center; and Main Street/Route 12, from the hospital to the Shaw's plaza).

Recommended action:
Provide any additional feedback, ask questions, and so on.

6.d. – Consider Appeal to Re-Naming of Sherman Lane to Sand Oak Lane.

The request to reconsider the Board's decision from October in included in packets.

Recommended action:
Hear the request to reconsider and determine whether or not action is warranted or desired.

6.e. – Consider KPL Cupola Grant and Easement – Discuss Meeting, Determine Next Action.

The meeting with the granting entities occurred on November 11th; this item is to report out on the meeting and see what action the Board wishes to take next. The meeting included all of the parties identified at the last meeting. The choice before the Board, effectively, is whether or not to accept the grant as currently proposed (which includes the amendments/augmentations made and approved during the summer).

Recommended action:
Consider whether or not to accept the grant.

6.f. – Consider KPL's Request to Create Capital Reserve Fund.

The request is included in packets.

Recommended action:
Discuss; provide feedback.

6.g. – Planning Commission's Presentation of Proposed Event Ordinance Changes.

Planning Commission chair Matt Murawski will attend to present to the Planning Commission's proposed updates to the ordinance.

Recommended action:
Receive the presentation, ask questions, and determine next steps.

6.h. – Consider Vacation Time Carry-Over.

Similar to a position encountered in 2023, the Town has a number of employees with vacation time balances that exceed the cash-in and carry-over provisions of the Town's personnel policy. This has largely happened in areas where staffing has been short. The policy allows employees to cash-in or carry forward five vacation days each year, all prior to December 31st.

The balances also exceed the ability to provide that vacation time between now and when it would "expire" (~7-8 weeks) and still be able to staff multiple departments effectively.

The proposal is to pass an amended, but nearly identical version of the carry-over provision authorized in 2023: "*For vacation leave earned prior to December 31, 2025, employees may carry forward vacation leave hours in any amount, notwithstanding the applicable paragraph of Section VI.5 of the Personnel Policy. This temporary provision expires on June 30, 2026.*"

With extra months to schedule time off, the goal is to reduce the carry-over balances prior to the end of the fiscal year by having employees use accrued vacation time. Any unused time above the threshold will be forfeited at the end of the fiscal year.

Recommended action:
Consider a motion to authorize the following short-term addition to the personnel policy: "For vacation leave earned prior to December 31, 2025, employees may carry forward vacation leave hours in any amount, notwithstanding the applicable paragraph of Section VI.5 of the Personnel Policy. This temporary provision expires on June 30, 2026."

6.i. – Consider Authorizing Facility Condition Assessment RFP.

A comprehensive facility assessment is required for the Town to fully and functionally plan for its various building needs. Without it, the Town is often left responding to emerging circumstances. A facility condition assessment (FCA) would provide the Town with the level of detail needed to engage in a more proactive method of budgeting for and completing facility-related projects.

The FCA Request for Proposals (RFP) is in draft form; if authorized the draft would be completed and published as soon as possible. All Town-owned facilities, not including smaller ancillary structures used for cold storage, pump stations, and so on, are on the initial facility list for inclusion.

The following is taken from the draft RFP and provides a snapshot of its requirements and tasks:

1. Assessing the general condition of all facilities and the major components of (HVAC systems, accessibility, energy performance, and so on);
2. Identifying the timing and needs for preventative maintenance programming based on the assessment;
3. Generating Facilities Condition Index (FCI) scores or similar scoring and project matrix combination to guide project prioritization;
4. Cost estimates for both the long-term capital needs and preventative maintenance activities;
5. Better planning for facility needs to ensure the most effective and efficient working environments and service provision for the community.

Responses would come back to the Board for review and final selection (if warranted/wanted). The RFP costs would be borne by the capital reserve established for all Town-owned buildings.

Recommended action:
Consider authorizing the Town Manager to complete and publish the FCA RFP as soon as practicable.

6.j. – Follow Up Land Use Maps/Work Session.

This is a scheduled follow up for these items – does the Board wish to set a date for either/both? One option to consider is Thursday, December 4th, for the land use map portion (as a stand-alone event).

Recommended action:
Consider whether or not to schedule a special meeting and/or work session.

Manager's Report (#7)

a. *Rapid-Charging EV Station Installation* – The grant-funded EV rapid charger project at the Town Offices began this week. There will be a total of four charging stations installed.
b. *Road Salt Prices and Usage* – The Town saw a $27 per ton increase in road salt prices from last fiscal year to this one – a jump of 33%. If the Town simply used the same amount of salt as last year (1,776 tons), the total cost would be $50,000 more. The Town, as a result of that increase, cannot simply procure the same tonnages as last winter. Out of budgetary necessity, the Town's salt application will mirror the State's, "safe-roads-at-safe-speeds" policy (in place since the early 1980s). Roads will be maintained in a manner that ensures folks can travel safely at slower speeds during winter events, but paved roads may not be bare. Motorists are encouraged to plan ahead, drive with care, and use common sense when driving during a winter storm event.
c. *Winter Parking Ban* – The Town's winter parking ban is in effect until March 31, 2026. The ban, which formally began on November 1st, prohibits overnight parking on public streets within the Police District between 11 p.m. and 6 a.m. Though reasonable efforts are made to contact vehicle owners and operators, it is not always possible to do so – and vehicles may be towed as a result. Overnight parking is available in the municipal lots sprinkled throughout town (Summer Street/School Street, municipal lot by the Town Offices, and the "Herald lot" on South Pleasant Street).
d. *Town Hall Changes* – The physical changes to the Town Offices continue. Before Thanksgiving the Town Manager's office will have moved into the former Finance Director and Zoning offices, and the Listers moved into the (then) former Town Manager's office (and possibly Recreation as well). The new Finance Director (see next bullet) will occupy the former Listers office.
e. *New Finance Director* – The Town has hired a Finance Director. Stephanie Barrett joins the Town of Randolph following decades of State service, including 22 years with the legislative Joint Fiscal Office (working on the State's budgets, policy analysis, and financial forecasting, among other things) and more than two years as the Chief Financial Officer of the Vermont Department of Health Access (which administers the State's Medicaid program). Stephanie lives in Braintree, where she has prior service as a lister and Town auditor, and will be joining us in mid-January after wrapping up her role in the State budget development process for FY27.
f. *FY27 Budget and CIP* – Most of the time between Monday, November 17 and Wednesday, November 26th, will be focused on FY27 budget development and FY27-FY31 capital improvement program (CIP) construction. This better enables the budget timelines to be met, and ensures the process stays on pace for a December 11th presentation.

Executive Session (#7)

There are two motions shown – the, "finding," and a separate motion to enter executive session.

#1 – Consider a motion to find that executive session is necessary and prudent and that premature general public knowledge would place the Town at a disadvantage.

#2 – Consider a motion to enter executive session pursuant to 1 V.S.A § 313 (a) (1) (A) (A) [contract], and 1 V.S.A § 313 (a) (3) [personnel].

The Board's next regularly scheduled meeting is Thursday, December 11th, at 5:30 p.m.

VERMONT
DEPARTMENT OF LIQUOR AND LOTTERY
DIVISION OF LIQUOR CONTROL

Application ID: DLL - Application - 66114
Application for: First Class Restaurant/Bar License
Category of Business: First Class

Business/ Entity Information

Business/ Entity Name:
Sodexo Operations, LLC

Business Address:
915 Meeting St,
North Bethesda, Maryland 20852

Phone:
301-987-4504

Email:
liquorlicense.usa@sodexo.com

Business ID:
0007327

Entity Type:
Limited Liability Corporation

Management Type if LLC:

People Information

- **Person:**
  Sarosh Mistry

Business Role:
Business Principal

Business Address:
388 Pinecrest Dr.,
Laguna Beach, California, 92614

Phone:
301-987-4504

Email:
liquorlicense.usa@sodexo.com

US Citizen?
Yes

Political Position

Name: Sarosh Mistry

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense

Location/ Premises Detail

Location Name:
Vermont Technical College

Location Address:
41 Morey Drive,
Randolph, Vermont 05819

Local Jurisdiction/ Town Clerk:
Randolph

Do you lease this Premises:

Health License:
Food:2623
Lodging:N/A

Vermont Tax Department:
10057922-013

Education Details

Student Name:
Joseph Russo

Mode of Training:
DLC Online Training

Training Completion Date:
Tue Oct 01 00:00:00 GMT 2024

Type of Training:
First Class (On Premise)

Foundational License (if applicable)

License Type:
First Class

Licensee Name:
Vermont Technical College

Licensee Address:
41 Morey Drive ,
Randolph, Vermont 05819

License Number:
LP-038756

License Status:
License issued-renewed application

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
D-04264	Articles of Organization	Sodexo Operations, LLC
D-18843	Health License	Sodexo Operations, LLC
D-18844	Meals & Rooms Tax Certificate	Sodexo Operations, LLC
D-18845	Proof of Worker Compensation Insurance	Sodexo Operations, LLC
D-18846	Lease or proof of ownership	Sodexo Operations, LLC
D-18847	Meals & Rooms Tax Certificate	LN-031816
D-18848	Health License	LN-031816
D-18850	Sales and Use tax documents	LN-031816
D-18849	Lease or proof of ownership	LN-031816
D-18851	Proof of Worker Compensation Insurance	LN-031816
D-18852	Lease or proof of ownership	LN-031816
D-19234	Proof of Worker Compensation Insurance	Sodexo Operations, LLC
D-19235	Sales and Use tax documents	Sodexo Operations, LLC
D-19236	Health License	Sodexo Operations, LLC

D-19237	Lease or proof of ownership	Sodexo Operations, LLC
D-19238	Meals & Rooms Tax Certificate	Sodexo Operations, LLC
D-19239	Other	Sodexo Operations, LLC
D-19248	Proof of Worker Compensation Insurance	Sodexo Operations, LLC
D-19249	Meals & Rooms Tax Certificate	Sodexo Operations, LLC
D-19250	Sales and Use tax documents	Sodexo Operations, LLC
D-19251	Lease or proof of ownership	Sodexo Operations, LLC
D-19252	Other	Sodexo Operations, LLC
D-19260	Proof of Worker Compensation Insurance	Sodexo Operations, LLC
D-19261	Sales and Use tax documents	Sodexo Operations, LLC
D-19262	Meals & Rooms Tax Certificate	Sodexo Operations, LLC
D-19263	Lease or proof of ownership	Sodexo Operations, LLC
D-19264	Other	Sodexo Operations, LLC
D-19312	Health License	Sodexo Operations, LLC
D-19464	Health License	Sodexo Operations, LLC
D-19465	Lease or proof of ownership	Sodexo Operations, LLC
D-19466	Proof of Worker Compensation Insurance	Sodexo Operations, LLC
D-19467	Meals & Rooms Tax Certificate	Sodexo Operations, LLC
D-19468	Sales and Use tax documents	Sodexo Operations, LLC
D-19469	Other	Sodexo Operations, LLC
D-19470	Lease or proof of ownership	Sodexo Operations, LLC
D-19471	Sales and Use tax documents	Sodexo Operations, LLC
D-19472	Meals & Rooms Tax Certificate	Sodexo Operations, LLC
D-19473	Proof of Worker Compensation Insurance	Sodexo Operations, LLC
D-19474	Health License	Sodexo Operations, LLC
D-19475	Health License	Sodexo Operations, LLC
D-19508	Other	Sodexo Operations, LLC
D-19526	Health License	Sodexo Operations, LLC
D-19740	Other	Sodexo Operations, LLC
D-19813	Other	LN-031816
D-20188	Other	Sodexo Operations, LLC
D-20190	Other	Sodexo Operations, LLC
D-20199	Other	Sodexo Operations, LLC
D-20200	Other	Sodexo Operations, LLC
D-20205	Other	LN-031816
D-20374	Other	Sodexo Operations, LLC
D-20375	Other	Sodexo Operations, LLC
D-24904	Health License	Sodexo Operations, LLC
D-28179	Health License	Sodexo Operations, LLC
D-28180	Meals & Rooms Tax Certificate	Sodexo Operations, LLC
D-28181	Sales and Use tax documents	Sodexo Operations, LLC

D-33291	Other	Sodexo Operations, LLC
D-18847	Meals & Rooms Tax Certificate	LN-031816
D-18848	Health License	LN-031816
D-18850	Sales and Use tax documents	LN-031816
D-18849	Lease or proof of ownership	LN-031816
D-18851	Proof of Worker Compensation Insurance	LN-031816
D-18852	Lease or proof of ownership	LN-031816
D-19813	Other	LN-031816
D-20205	Other	LN-031816

Payment and Acknowledgement

Signed by:
SAROSH MISTRY

Date of Submission:
2025-10-21 14:10:00

Local Application Fee:
115

State of Vermont / DLL Application Fee:
115.00

State of Vermont / DLL Payment Status:

Local Control Payment Status:
false

VERMONT

DEPARTMENT OF LIQUOR AND LOTTERY
DIVISION OF LIQUOR CONTROL

Application ID: DLL - Application - 66116

Application for: Third Class Restaurant/Bar License

Category of Business: Third Class

Business/ Entity Information

Business/ Entity Name:
Sodexo Operations, LLC

Business Address:
915 Meeting St,
North Bethesda, Maryland 20852

Phone:
301-987-4504

Email:
liquorlicense.usa@sodexo.com

Business ID:
0007327

Entity Type:
Limited Liability Corporation

Management Type if LLC:

People Information

- **Person:**
  Sarosh Mistry

Business Role:
Business Principal

Business Address:
388 Pinecrest Dr.,
Laguna Beach, California, 92614

Phone:
301-987-4504

Email:
liquorlicense.usa@sodexo.com

US Citizen?
Yes

Political Position

Name: Sarosh Mistry

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense

Location/ Premises Detail

Location Name:
Vermont Technical College

Location Address:
41 Morey Drive,
Randolph, Vermont 05819

Local Jurisdiction/ Town Clerk:
Randolph

Do you lease this Premises:

Health License:
Food:2623
Lodging:N/A

Vermont Tax Department:
10057922-013

Education Details

Student Name:
Joseph Russo

Mode of Training:
DLC Online Training

Training Completion Date:
Tue Oct 01 00:00:00 GMT 2024

Type of Training:
First Class (On Premise)

Foundational License (if applicable)

License Type:
Third Class

Licensee Name:
Vermont Technical College

Licensee Address:
41 Morey Drive ,
Randolph, Vermont 05819

License Number:
LP-038757

License Status:
License issued-renewed application

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
D-04264	Articles of Organization	Sodexo Operations, LLC
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D-19468	Sales and Use tax documents	Sodexo Operations, LLC
D-19469	Other	Sodexo Operations, LLC
D-19470	Lease or proof of ownership	Sodexo Operations, LLC
D-19471	Sales and Use tax documents	Sodexo Operations, LLC
D-19472	Meals & Rooms Tax Certificate	Sodexo Operations, LLC
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D-19474	Health License	Sodexo Operations, LLC
D-19475	Health License	Sodexo Operations, LLC
D-19508	Other	Sodexo Operations, LLC
D-19526	Health License	Sodexo Operations, LLC
D-19740	Other	Sodexo Operations, LLC
D-19813	Other	LN-031816
D-20188	Other	Sodexo Operations, LLC
D-20190	Other	Sodexo Operations, LLC
D-20199	Other	Sodexo Operations, LLC
D-20200	Other	Sodexo Operations, LLC
D-20205	Other	LN-031816
D-20374	Other	Sodexo Operations, LLC
D-20375	Other	Sodexo Operations, LLC
D-24904	Health License	Sodexo Operations, LLC
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D-18852	Lease or proof of ownership	LN-031816
D-19813	Other	LN-031816
D-20205	Other	LN-031816

Payment and Acknowledgement

Signed by:
SAROSH MISTRY

Date of Submission:
2025-10-21 14:12:16

Local Application Fee:
0

State of Vermont / DLL Application Fee:
1095.00

State of Vermont / DLL Payment Status:

Local Control Payment Status:
false

VERMONT
DEPARTMENT OF LIQUOR AND LOTTERY
DIVISION OF LIQUOR CONTROL

Application ID: **DLL - Application - 66555**
Application for: Outside Consumption Permit
Category of Business: OCP

Business/ Entity Information

Business/ Entity Name:
CE Wild C0. LLC

Business Address:
116 vt 25,
west topsham, Vermont 05086

Phone:
8029178066

Email:
clinton.wild@gmail.com

Business ID:
459453

Entity Type:
Limited Liability Corporation

Management Type if LLC:

Foundational License (if applicable)

License Type:
First Class

Licensee Name:
The Forge

Licensee Address:
10 Prince Street ,
Randolph, Vermont 05060

License Number:
LP-040594

License Status:
License issued-renewed application

License Start Date:
2025-03-20

License End Date:
2026-03-20

Event Contact/s

Person:

Business Role:

Business Address:
,
, ,

Phone:

Email:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense

Event Details

Start date of event:

End date of event:

Physical Location Street 1
10 Prince Street

Physical Location Name:
The Forge

Physical Location Street 2/Unit/Suite:

Physical Location State:
Vermont

Town Clerk/ Municipal Jurisdiction:
Randolph

Outside Side Consumption End time:

Physical Location City/Town:
Randolph

Landlord Name:
Scott Perkins

Do you Lease the Premises:

Landlord Email:

Lease Expiration Date:

Business Location:

Outside Side Consumption Start time:

Approximate Number of Persons Expected:

Outside Side Consumption Hours Requested:

Outside Side Consumption Days Requested:

Physical Location Zip:
05060

Describe the type of event/ OCP Area:
Outdoor Seating Area. In the winter it is where customers sm

Location:
LN-033229

Days or specific bingo date(s):

Documents Attached

Name	Document Type	Assosicated With
D-24753	Articles of Organization	CE Wild C0. LLC
D-24754	Health License	CE Wild C0. LLC
D-24755	Lease or proof of ownership	CE Wild C0. LLC
D-24756	Meals & Rooms Tax Certificate	CE Wild C0. LLC
D-24877	Other	CE Wild C0. LLC
D-25930	Lease or proof of ownership	LN-033229
D-25930	Lease or proof of ownership	LN-033229

Payment and Acknowledgement

Signed by:

State of Vermont / DLL Application Fee:
20.00

Date and time of Submission:
2025-11-05 01:24:12

State of Vermont / DLL Payment Status:

Local Application Fee:
0

Local Control Payment Status:
false

VERMONT

Student Name	Seminar Name	Corporation/Parent Company	Transferable?	Mode of Training	Training Date	Expiration Date
Clinton Wild	First Class (On Premise)		YES	DLC Online Training	03/13/25	3/13/27
Clinton Wild	First Class (On Premise)		YES	Third-Party Certified Training Companies	03/06/25	3/6/27
Clinton Wild	Second Class (Off Premise)		YES	Third-Party Certified Training Companies	12/26/24	12/26/26

To search by last name or business name:

1. Type last name in the Student Name Search field OR part of business name in the Corporation Search field
2. Press Enter on your keyboard.
3. Check the box beside the desired match(es) (Use your Ctrl key to select multiple items)

Student Name

- Search: clint
- ☐ Aidan Mcclintock
- ☐ Clint Rancourt
- ■ Clinton Wild
- ☐ Clinton Woodmansee

Corporation/Parent Company

- Search
- ☐ (Blank)
- ☐ 001 Vintners, LLC
- ☐ 030356669
- ☐ 1 Mountain Park Plaza LLC

NOTE: In-house training and approved Third Party licensee-specific trainings are not transferable between businesses. Please refer to the "Transferable" column. Transferrable courses may not display the Corporation Name if a Business Principal did not list them as an employee in our Licensing Portal. Only DLC in Person Seminars and DLC Online Courses are valid for business licensing requirements.

Please contact us with any questions or concerns at (802) 828-2339

Date Last Updated: 11/4/2025

Town of Randolph
Regular Meeting Minutes
Selectboard (DRAFT)
October 9, 2025

***This meeting was hybrid, with remote access provided via Zoom.**
****This draft is intended for open meeting law compliance. A more detailed version may replace the draft.**

Selectboard: Trini Brassard, Larry Satcowitz, Stephanie Tyler, Alissa Matthews and Molly Mullen.

Municipal Staff: Trevor Lashua, Town Manager, Dennis Brown, Lister, Mimi Burstein, Lister, Judy Powell, Executive Assistant. Scott Clouatre, Police Chief, (via Zoom).

Public Attendees: Maryann Zavez, Andrea Easton, Erica Robinson, Karen Lowry Reed, Ken Hafner, Dustin Adams, Eva Loomis, Jeff Thayer, Amy Grasmick, Brook Martenis, Tamara Morgan, Marissa Mazzucco

Public Attendees via Zoom: S. Cameron, Morgan Eaton, Kristin Chandler, Emery Mattheis

Media: ORCA via Zoom and in person

Regular Session Selectboard Meeting

1. Call to Order
Trini called the meeting to order at 5:34 p.m.

2. Public Comment
There was no public comment.

3. Approval of Agenda
Trevor advised that item h had been removed from the agenda.

Stephanie moved to approve the agenda as amended. Alissa. The motion passed 5-0.

4. Consent Calendar
Stephanie moved to approve the consent calendar as presented. Alissa seconded. The motion passed 5-0.

5. Business

5.a. Consider Appointments to Boards, Committees, and Commissions

Alissa moved to appoint Morgan Easton to the Library Board. Molly seconded. The motion passed 5-0.

Additional appointments will take place at the November meeting.

5.b. Consider Assembly Permit for WRVCC Safe and Seen Halloween.
Trini said she was concerned about having kids do the crossing. Marissa advised there would be an adult with the child and the law enforcement piece has been updated.

Stephanie moved to approve the permit. Alissa seconded. The motion passed 5-0.

5.c. Consider Rec. Department's Request to Apply for Accessibility Grant.
Trevor gave an overview of the grant; the match will come from the Rec. Reserve Fund.

Stephanie moved to approve the application request. Molly seconded. The motion passed 5-0.

5.d. Consider Lister's Request for Sole Source Procurement for Statistical Reappraisal.
Dennis advised against waiting another 18 years for a reappraisal so it makes sense to do a statistical in 5 years. He gave an overview of the process, it would look at sales, neighborhoods, and locations. Act 73 requires reappraisals every 6 years but there aren't enough appraisers to go around so they're already bidding out to 2030 – 2031. The company we used before is willing to come back.
Alissa suggested a simplified bid process instead, send RFB and scope to 3companies.

5.e. Follow-Up: WBRR Flashing Beacon Crosswalk Signs.
Trini said that the Town will responsible for the work and then will invoice WBRR. Stephanie expressed concern over the money being with RACDC.

Stephanie moved to bid the project. Alissa seconded. The motion passed 5-0.

5.f. Consider Walk/Bike Master Plan Draft.
Trevor introduced the draft for review and feedback, will have to be presented formally, probably in November. Trini set a deadline of October 31 for comments.

5.g. Continued: Consider Resident's Request to Re-name Sherman Lane.
Trini said the second proposal is Sand Oak Lane. Stephanie asked if there was any cost to the Town. Trini reported that Scott had offered to buy the sign.

Larry moved to re-name Sherman Lane to Sand Oak Lane. Stephanie seconded. The motion passed 5-0.

5.i. Follow-Up: KPL Grant and Easement (Cupola Project).

Trevor reported that VHCB said no to the side agreement; your previous motion was contingent upon the side agreement.
Amy Grasmick said that VHCB provided a revised easement with a dispute resolution. The Library Board hasn't seen the proposed MOU.
Trini said that the concern is this agreement will allow the library to be bumped to the top of the list for capital planning.
Larry said he thought the concern was with the "in perpetuity" clause. It's a lot of money and the risk is worth it.
Alissa asked if they would still need $400,000 in addition to this grant. Amy said yes and that they had established a committee.
Trini would like to meet with them again.

5.j. Consider Draft of Amended False Alarm Ordinance.

Trini asked if this was for all of the fire departments. Trevor said that it was and that RCFD especially had seen a significant increase in false alarms since the hotel opened. It will be warned for public hearing in November. Larry asked if the Town's attorney had vetted it yet. Trevor will send it to him.

Stephanie moved that the amended ordinance be warned for November. Molly seconded. The motion passed 5-0.

6. Manager's Report
Nothing to add.

7. Executive Session

Stephanie moved that executive session is necessary and prudent and that premature general public knowledge would place the Town at a disadvantage. Alissa seconded. The motion passed 5-0

Stephanie moved motion to enter executive session pursuant to 1 V.S.A § 313 (a) (1) (A) [contracts], 1 V.S.A § 313 (a) (1) (B) [collective bargaining], 1 V.S.A § 313 (a) (1) (F) [attorney/client communications], 1 V.S.A § 313 (a) (2) [real estate], and 1 V.S.A § 313 (a) (3) [personnel]. Molly seconded. The motion passed 5-0.

Executive Session entered at 6:34pm.

Stephanie moved to exit executive session at 7:26pm. Larry seconded. The motion passed 5-0.
Stephanie moved to adjourn at 7:26pm. Molly seconded. The motion passed 5-0.

A recording of this meeting can be found by clicking on the link below:

https://us06web.zoom.us/rec/share/r0dhJPrQYv2hbrwDrwiXotaVivxEySxHzQ_1iX4mE6OZGlOy6z7tJNkpRgyFlP_q.7SrXug-P-o3oIbz_?startTime=1760045249000

The Board's next meeting is November 13, 2025 at 5:30pm.

A BEQUEST TO THE TOWN OF RANDOLPH, VERMONT — Cemetery Department

Know All Men By These Presents:

That, David V. Sadoo & Hilary H. Sadoo of the Town of Randolph Center in the County of Orange and State of Vermont, being of sound mind and of my own free will, do hereby bequeath to the Town of Randolph, Vermont, through its Treasurer, duly elected, the sum of $530.00 Dollars, to be invest by the Town in any solvent savings bank in the State of Vermont. The annual interest of the aforesaid sum shall be expended annually and perpetually in the care and maintenance of the cemetery lot of David Sadoo, located in the Randolph Center cemetery of the Town of Randolph, Vermont and is further described Three (3) grave spaces in section GG12, #1-2 & FF12, #1

My specific instructions are, to wit:

Rules and regulations of all town cemeteries

The foregoing instructions shall be carried out to the full intent and purpose of my bequest, but not in any way to conflict with the laws of the State or Town regulating the care and maintenance of cemeteries.

The aforesaid annual income shall be expended by the Commissioner or party in charge of such cemetery, and an account shall be kept of such expenditure and the account audited annually by the town auditors.

IN WITNESS WHEREOF, I set my hand and seal this 31st day of OCTOBER, A.D. 2025.

IN PRESENCE OF:

Lawrence Davignon

(L.S.)

STATE OF VERMONT

ORANGE COUNTY, SS.

At Randolph, VT this 31st day of OCTOBER A.D. 2025

David V. Sadoo & Hilary H. Sadoo personally appeared and acknowledged this instrument, by Their sealed and subscribed, to be Their free act and deed.

Before me,

Notary Public

Lawrence Davignon NOTARY PUBLIC State of Vermont #157.0013326

This is to certify that I, Tammy Munyon, Treasurer of the Town of Randolph, Vermont, have received this 31 day of October A.D. 2025 the sum of Five Hundred Thirty and 00/100 Dollars ($530.00) of David Sadoo as described above, and the amount has been deposited in the Northfield Investment Services.

Tammy Munyon

Town Treasurer

Quitclaim Deed, Town of Randolph to David V. Sadoo & Hilary H. Sadoo

Know All Men By These Presents:

THAT the Town of Randolph, in the County of Orange and State of Vermont, a municipal corporation, in consideration of $180.00 Dollars, paid to its full satisfaction by David V. Sadoo & Hilary H. Sadoo of Randolph Center in the County of Orange and State of Vermont has remised, released and forever quitclaimed unto the said David V. Sadoo & Hilary H. Sadoo all right and title which it or its successors have in and to a certain piece of land in Randolph, in the County of Orange, and State of Vermont, described as follows, viz:

Three (3) grave spaces in section GG12, #1-2 & FF12, #1 in Randolph Center Cemetery

TO HAVE AND TO HOLD all its right and title in and to said quitclaimed premises, with the appurtenances thereof, to the said David V. Sadoo & Hilary H. Sadoo and their heirs and assigns forever, subject to the rules and regulations of the Cemetery department of said Town now or hereafter in force.

AND FURTHERMORE, The said Town of Randolph does for itself and its successors covenant with the said David V. Sadoo & Hilary H. Sadoo and their heirs and assigns, that from and after the ensealing of these presents, it, the said Town of Randolph, will have and claim no right in, or to the said quitclaimed premises, except as above stated.

IN WITNESS WHEREOF,....., one of the ..... of said Town of Randolph, appointed by the Board of ..... of said town for that purpose, has hereunto set his/her hand and seal at Randolph aforesaid, this ..... day of ....., A.D. 2.....

IN PRESENCE OF **TOWN OF RANDOLPH,**

..... By.....
Agent L.S.

STATE OF VERMONT
ORANGE COUNTY, SS. } At Randolph, this ..... day of ..... A.D. 2...., personally appeared the above named....., agent of the said Town of Randolph, and acknowledged the foregoing instrument by him/her executed as such agent to be the free act and deed of both him/herself and of said Town.

Before me,

.....
Notary Public

Know All Men By These Presents:

That, Susan O'malley of the Town of Randolph

in the County of Orange and State of Vermont, being of sound mind and of my own free will, do hereby bequeath to the Town of Randolph, Vermont, through its Treasurer, duly elected, the sum of $180.00 Dollars, to be invest by the Town in any solvent savings bank in the State of Vermont. The annual interest of the aforesaid sum shall be expended annually and perpetually in the care and maintenance of the cemetery lot of Susan O'malley, located in the Randolph cemetery of the Town of Randolph, Vermont and is further described Single (1) Grave, Section IS, Lot 64 grave, SW 1/4 - grave 1

My specific instructions are, to wit:

Rules and regulations of all town cemeteries

The foregoing instructions shall be carried out to the full intent and purpose of my bequest, but not in any way to conflict with the laws of the State or Town regulating the care and maintenance of cemeteries.

The aforesaid annual income shall be expended by the Commissioner or party in charge of such cemetery, and an account shall be kept of such expenditure and the account audited annually by the town auditors.

IN WITNESS WHEREOF, I set my hand and seal this 31st day of OCTOBER, A.D. 2025

IN PRESENCE OF:

Lawrence Davignon Susan Omalley (L.S.)

STATE OF VERMONT

ORANGE COUNTY, SS.

At Randolph, VT this 31st day of OCTOBER A.D. 2025

Susan O'malley personally appeared and acknowledged this instrument, by her sealed and subscribed, to be her free act and deed.

Before me, [signature]
Notary Public

Lawrence Davignon NOTARY PUBLIC State of Vermont #157.0013326

This is to certify that I, Tammy Munyon, Treasurer of the Town of Randolph, Vermont, have received this 31 day of October A.D. 2025 the sum of Two Hundred Fourty and 00/100 Dollars ($240.00) of Susan O'Malley as described above, and the amount has been deposited in the Northfield Investment Services.

Tammy Munyon
Town Treasurer

Quitclaim Deed, Town of Randolph to Susan O'malley

Know All Men By These Presents:

THAT the Town of Randolph, in the County of Orange and State of Vermont, a municipal corporation, in consideration of $60.00 Dollars, paid to its full satisfaction by Susan O'malley

of Randolph in the County of Orange and State of Vermont

has remised, released and forever quitclaimed unto the said Susan O'malley

all right and title which it or its successors have in and to a certain piece of land in Randolph, in the County of Orange, and State of Vermont, described as follows, viz:

Single (1) Grave, Section IS, Lot 64 grave, SW 1/4 - grave 1

TO HAVE AND TO HOLD all its right and title in and to said quitclaimed premises, with the appurtenances thereof, to the said Susan O'Malley and her

heirs and assigns forever, subject to the rules and regulations of the Cemetery department of said Town now or hereafter in force.

AND FURTHERMORE, The said Town of Randolph does for itself and its successors covenant with the said Susan O'Malley and her

heirs and assigns, that from and after the ensealing of these presents, it, the said Town of Randolph, will have and claim no right in, or to the said quitclaimed premises, except as above stated.

IN WITNESS WHEREOF, ..., one of the .....

..... of said Town of Randolph, appointed by the Board of .....

of said town for that purpose, has hereunto set his/her hand and seal at Randolph aforesaid, this .....

day of ....., A.D. 2.....

IN PRESENCE OF **TOWN OF RANDOLPH,**

..... By.....

Agent L.S.

STATE OF VERMONT
ORANGE COUNTY, SS. } At Randolph, this ..... day of ..... A.D. 2...., personally appeared the above named....., agent of the said Town of Randolph, and acknowledged the foregoing instrument by him/her executed as such agent to be the free act and deed of both him/herself and of said Town.

Before me,

.....

Notary Public

Town of Randolph, Vermont
False Alarm Ordinance

SECTION I –AUTHORITY –This ordinance is adopted by the Selectboard of the Town of Randolph under authority granted in 24 V.S.A. § 1971 and 2291 (14), (15).

SECTION II – PURPOSE

201. The purpose of this Ordinance is to provide for the reimbursement of costs for emergency and nonemergency responses by the Fire Department for Malicious Incidents, Nuisance Incidents, Motor Vehicle Accidents, Hazardous Materials Incidents, Non-Permitted Burns, Permitted Burns that get out of control due to negligence, Brush and Wildland Fires, and Special Events. Additionally, the erroneous or mistaken use of burglar alarm systems as well as malfunctions and intentional misuse of these systems has resulted in increased service calls by the Randolph Police Department, thereby creating a potential hazard to the members of the department and the general public.

SECTION III – DEFINITIONS

301. "Arson Fires" shall mean any fire intentionally set to cause property damage, endanger lives, and/or cause the response of emergency personnel for other than an actual emergency.

302. "Alarm Activations"/ "Automatic Alarms" shall mean audible and/or visual alarm activations within or outside of a protected property, including those systems incorporating automatic fire department notification.

303. "Brush and Wildland Fire" shall mean any outside fire involving general natural combustible materials, other than a permitted burn, with no restriction concerning area involved, or size of any damaged area.

304. Burglar Alarm System: Any assembly or equipment, mechanical or electrical, arranged to signal the occurrence of any illegal entry, robbery or other emergency requiring urgent attention, to which the Police Department is expected to respond.

305. "Emergency Incident" shall mean those incidents that require police, fire and/or emergency medical response in an immediate fashion, following established emergency response protocols.

306. "Emergency Personnel" shall mean the personnel of the Police Department, Fire Department, Randolph Highway Department, as well as the Town of Randolph Fire Warden during their involvement in an emergency or non-emergency incident/event.

307. Error or Mistake: Any action by any person, firm or corporation or other entity owing, occupying, or operating any dwelling, building, or place or any corporation or other entity, which results in the activation of an alarm system where no emergency exists.

308. False Alarm: Any activation of an alarm system by error or intention where no illegal entry, robbery or other emergency exists requiring urgent attention, to which the Police Department is expected to respond.

309."Fire Alarms" - see "Alarm Activations"

310.Fire Department: East Randolph Fire Department, Randolph Center Fire Department, Randolph Village Fire Department
311.“Hazardous Materials Incident” shall mean those incidents involving the release of any product that could prove a danger to health or the environment.

312. Intentional: Any intentional activation of any alarm system when no burglary, robbery, or other emergency is in progress.

313. Malfunction: Any unintentional activation of any alarm system caused by a flaw in design, installation, or activation caused by violent conditions of nature or other extraordinary circumstances, not reasonably subject to the control of the alarm user.

314. “Malicious Incident” shall mean those emergency incidents which stem from an individual's intentional purpose to cause property damage, endanger lives, and/or cause the response of emergency personnel for other than an actual emergency

315. “Motor Vehicle Crash” shall mean incidents involving one or more motorized vehicles including cars, trucks, busses, trains, motorcycles, ATV's, snowmobiles, boats, planes, and the vehicles and trailers being pulled by motorized vehicles

316.“Non-Emergency Incident” shall mean those incidents which allow for fire and/or emergency medical response in a less urgent fashion, following established non-emergency response protocols.
317.“Non-Permitted Burn” shall mean the intentional disposal of outside debris via burning, without the verbal and/or written permission of authorized officials within the Fire Department.
318. “Permitted Burn” shall mean the intentional disposal of outside debris via burning, with the verbal and/or written permission of authorized officials within the Fire Department

319.“Nuisance Incident” shall mean those incidents that are of the same nature, on a repetitive basis, at the same location.

320.“Special Event” shall mean those non-emergency events that occur within the Town, requiring the presence of emergency personnel and/or permitting by the Town, as required by municipal Ordinance, Vermont Division of Fire Safety, the Fire Department, or as requested by the owner of the involved property or event coordinator.

321. “Town” shall mean the Town of Randolph, Vermont

SECTION IV – REGULATIONS

401. No false alarm should be sounded in any dwelling, building, or place where no burglary, robbery or other emergency exists which results in the response of the Randolph Police Department.

402. Any person testing a burglar alarm must first notify the Randolph Police Department of such test and receive approval for the same, otherwise be subject to intentional false alarm penalties.

403. No false alarm should be sounded in any dwelling, building, or place where no fire or other emergency exists which results in the response of the Fire Department.

404. Any person testing a fire alarm must first notify the Fire Department of such test and receive approval for the same, otherwise be subject to intentional false alarm penalties.

SECTION V – ELIGIBLE OCCURRENCES/INCIDENTS

The following types of occurrences and incidents within the Town of Randolph are eligible for invoicing pursuant to Article VI of this ordinance:

A. Malicious Incidents
B. Nuisance Incidents
C. Motor Vehicle Accidents
D. Hazardous Materials Incidents
E. Non-Permitted Burns (including burning trash and debris)
F. Permitted Burns that get out of control due to negligence
G. Brush and Wildland Fires caused by negligence
H. Special Events

SECTION VI – PENALTIES AND ENFORCEMENT

A. Police Department

A violation of this ordinance shall be a civil matter enforced in accordance with the provisions of 24 V.S.A. § 1974a and 1977 et seq. Any law enforcement officer of the Town of Randolph shall be authorized to issue municipal complaints pursuant to this Ordinance.

601. One (1) false alarm per calendar year, no charge. After the second (2) false alarm a written warning shall be sent to the person, firm, corporation or other entity owning, occupying or operating the dwelling, building, or place wherein said alarm system is installed.

602. The third (3) false alarm and every subsequent false alarm that calendar year will be charged at a rate of fifty ($50) dollars per incident. Except there shall be a charge of one hundred dollars ($100) when it involves an off-duty officer to be called in to respond.

B. Fire Department

All enforcement, invoicing, and application of this Ordinance is the responsibility of the Fire Chief having jurisdiction over the incident. The Fire Chief having jurisdiction over the incident is authorized to conduct investigations and take other steps that are necessary and provided by law to enforce this ordinance.

603. Malicious Incidents can be invoiced per occurrence, with the perpetrator to be held responsible.

604. Nuisance Incidents can be invoiced per occurrence, except in the case of nuisance incidents involving a false fire alarm activation, which shall be invoiced after three occurrences in any 12- month period. The property owner shall be held responsible.

605. Motor Vehicle Accidents within the primary coverage area of the Fire Department, can be invoiced per occurrence. In the event multiple vehicles are involved, responsibility for costs may be prorated, as determined by the Fire Chief, among the person(s), operator(s), or vehicle owner(s) involved.

606. Hazardous Materials Incidents can be invoiced per occurrence, with the property owner and/or supplying company being held responsible.

607. Non-Permitted Burns can be invoiced per occurrence, with the individual responsible for the burn being held responsible.

608. Permitted Burns that get out of control due to negligence shall be invoiced per occurrence, with the individual responsible for the burn being held responsible.

609. Brush and Wildland Fires can be invoiced per occurrence, with the individual responsible for the fire being held responsible.

610. In circumstances where the responsible party cannot be identified and/or located and/or reimbursement cannot be obtained from the person, the property owner shall be responsible for the invoiced costs if the Fire Chief having jurisdiction over the incident determines that services were made necessary due to the fault of the property owner.

611. Special Events can be invoiced per occurrence, with the property owner or event organizer(s) responsible as indicated at the time of the event planning.

612. **Invoicing / Reimbursement** - The minimum charges for incident response are set at **$100 for commercial** and **$75 for residential** properties. The **Fire Chief** may impose higher charges in accordance with rates per the schedule recorded in the municipal records September 8, 2008 or any subsequent schedule developed to replace or adjust the September 8 2008 schedule. From time to time, the Randolph Selectboard will review rates and adjust rates at a duly warned meeting. These rates shall be on file in the Town Clerk's office and available for inspection.

613. Reimbursement of costs incurred by the Fire Department for emergency and nonemergency responses by the Fire Department shall be sought only for Occurrences and Incidents Types listed

SECTION VII – INTENTIONAL: PENALTIES

701. Any person who tests a burglar alarm system without notifying the Randolph Police Department and obtaining approval for the same shall be subject to a fine of one hundred dollars ($100).

702. Any person who tests a fire alarm system without notifying the Fire Department and obtaining approval for the same shall be subject to a fine of one hundred dollars ($100).

703. Any person who knowingly or intentional activates any alarm system where no emergency situation exists shall be fined one hundred dollars ($100) and shall additionally be subject to prosecution as provided by law.

SECTION VIII – SEVERANCE CLAUSE

If any section, sentence, or phrase of this policy shall for any reason be held invalid or unconstitutional by a decree or decision of any court of competent jurisdiction, such decree or decision shall not affect or impair the validity or any other section or remaining portion of this policy.

SECTION IX: APPEALS PROCESS

Any invoice may be appealed to the Randolph Town Manager. The appeal shall be in writing, and shall be filed with the Town Manager within ten days of the invoice date. The appeal shall be acted upon by the Town Manager within fifteen days after the receipt of the appeal notice. Upon such appeal, the Town Manager shall act to reverse, affirm, or modify in any regard the original invoice. The Town

Manager shall issue a written decision to the aggrieved party within fifteen days of the appeal hearing. Any such appeal filed shall not stop the accrual of interest under Article VI, Section 3 on any unpaid invoiced amount.

SECTION X – PUBLICATION AND POSTING

This ordinance shall be entered in the Selectboard minutes, filed with the Town Clerk, and posted in at least five (5) conspicuous places within the Town. A copy of this Ordinance shall be published in the *Herald of Randolph,* no later than fourteen (14) days following the date specified below when this Ordinance is adopted.

SECTION XI – RIGHT TO PETITION

Citizens of the Town of Randolph are hereby notified that within forty-four (44) days from the date of adoption they may petition for a vote on the above Ordinance at an annual or special town meeting as provided in 24 V.S.A. § 1973.

SECTION XII – ADOPTION AND EFFECTIVE DATE

This ordinance is hereby adopted by the Selectboard of the Town of Randolph on the XX day of XXXX, 2025, and shall, unless a petition is filed by law, become effective sixty (60) days after this date.

Town of Randolph
Selectboard

Budget Committee Openings

Four residents have responded to the budget committee and are interested in filling the two open positions on the committee. They are John Farrow, James Larsen, Chad Graves and Scott Frew.

The budget committee is requesting that the Select Board appoint John Farrow and James Larsen at their November meeting.

Kennth Hafner

Chair, Randolph Budget Committee

Judith Powell

From: Scott Frew <frew.scott@gmail.com>
Sent: Friday, October 17, 2025 10:57 AM
To: Judith Powell
Subject: Fwd: Randolph Budget Committee

Hi Judy.

Nice to see you this morning, although I probably present better as a disembodied voice on the phone than when you're face to face with my ugly mug!

My email to Ken Hafner about the Budget Committee is below.

Best,

Scott

---------- Forwarded message ---------
From: **Scott Frew** <frew.scott@gmail.com>
Date: Sun, Oct 12, 2025 at 12:50 PM
Subject: Randolph Budget Committee
To: <hafnuts@yahoo.com>

Hi Ken. I was out of town all last week, and am just catching up on local news I may have missed while I was away. I am potentially interested in serving on the town Budget Committee, if those positions are still open. A couple of questions to start.

How long is the term?
Are these positions elected?--I've never run for an elective office.
I gather the Budget Committee plays an advisory role only--is that correct?

You can certainly reply via this email, but if you'd like to converse, you're welcome to call me at 802-728-6007.

Thanks in advance. I look forward to hearing from you.

Best regards.

Scott Frew

PS Your voice mailbox is full!

Virus-free.www.avg.com

Judith Powell

From: Trevor Lashua
Sent: Tuesday, October 21, 2025 9:58 AM
To: Judith Powell
Subject: FW: Conservation Commission seat

To add to the agenda/appointments item for November.

-----Original Message-----
From: scott cassin <scottcassin@icloud.com>
Sent: Monday, October 20, 2025 6:35 PM
To: Trevor Lashua <Trevor@randolphvt.org>
Subject: Conservation Commission seat

Hello Trevor,

I am a new-ish Randolph resident interested in one of the open seats on the Conservation Commission. I've attended a few meetings to see if it would be a good fit… both myself and the members feel I can contribute, being an avid mountain biker and general outdoor enthusiast. The chairwoman says the first step in joining the commission is to provide you with a letter such as this to express my interest. If you need anything more from me please let me know and I will gladly provide. Thank you.

Scott Cassin
2968 Fish Hill Rd.
Cell 860-671-4505

Dear Town of Randolph,

I am writing to express my interest in joining the Development Review Board for the Town of Randolph. As a local resident currently going through the process of purchasing my first home, I have developed a strong interest in understanding the ins and outs of zoning and the developmental projects shaping our community.

Having worked in a variety of local businesses, both in newer and older structures such as IGA, Three Stallion and Ben Franklin's, I have seen firsthand the importance of thoughtful development and preservation in maintaining Randolph's unique character. I am eager to learn more about the decision-making process behind zoning and development, and to contribute to ensuring that projects continue to serve the best interests of our residents.

I bring enthusiasm, dedication, and a strong work ethic to everything I commit to, and I believe these qualities would make me a valuable asset to the Board.

Thank you for your time and consideration. I look forward to the possibility of serving our community in this way.

Sincerely,

TOWN OF RANDOLPH, VERMONT

AGENDA ITEM – DESCRIPTION AND ACTION SHEET

Agenda Item	Request to keep the road name Sherman Lane
Meeting Date	11/13/2025
Requested Action	Do not re-name Sherman Lane to Sand Oak Lane
Cost	$0
Funding Source(s)	
Description and Background (consider attaching additional pages, if necessary)	The name Sherman Lane was discussed with Scott Cameron at the time of lot sale. Cameron reported that the E911 Board recommended that roads should be named after people - that information is not correct.
Enclosures	
Submitted By	Fay Sherman

P O DRAWER B 7 SUMMER STREET RANDOLPH, VT 05060-0017
TELEPHONE: 802-728-5433 FAX: 802-728-5818
www.randolphvt.org

TOWN OF RANDOLPH, VERMONT

AGENDA ITEM – DESCRIPTION AND ACTION SHEET

Agenda Item	Library Capital Reserve Fund
Meeting Date	11/13/2025
Requested Action	Discussion
Cost	0
Funding Source(s)	N/A
Description and Background (consider attaching additional pages, if necessary)	Town-owned Kimball Library is on the National Register of Historic Places. The building has been carefully maintained and improved for 120+ years, keeping it safe for and relevant to the community through its life. There are always projects in the pipeline - from repairing the concrete floor in the youth department to addressing the condition of the original clay-pipe sewer line. The Town continually balances capital needs and resources, and has established capital reserve funds to be able to plan and save for upcoming needs for, for example, the Highway Department. Establishing a capital reserve fund for the Library is an opportunity to simplify and streamline planning and paying for critical maintenance and upgrades. This is a two-year process: in year one, the Town asks the voters to approve establishing a capital reserve fund; in year two, the Town aks the voters to begin funding the fund.
Enclosures	None
Submitted By	Amy Grasmick

This is a fillable pdf - please click and type in the blue boxes. For a Word version, email adminassist@randolphvt.org

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TOWN OF RANDOLPH, VERMONT
Events Ordinance
FINAL PC DRAFT 4/17/2025

Pursuant to the provisions of Title 24, Vermont Statutes Annotated, Section 2291 generally, and subsections (11) and (14), as well as 24 V.S.A. Chapter 59, the Selectboard of the Town of Randolph hereby adopts the following ordinance for the purpose of regulating Events taking place in the Town.

Article 1. Purpose

The purpose of this ordinance is to protect the public health, safety, and general welfare of participants, observers, abutters, and other members of the general public, and to protect public and private property, insofar as those people and property may be affected by an Event.

Article 2. Definitions and Descriptions

2.1 Event. A temporary use, of a street, sidewalk, parcel of land, a building or portion of a building, or a site that occurs for a limited duration and frequency, with:

- 2.1.1 estimated attendance of at least 100 people on private property, or
- 2.1.2 estimated attendance of at least 25 people on public property, or
- 2.1.3 undue noise, odor, or other impacts detectable beyond property line in a generally sustained manner exceeding 6 hours on more than one day per year, or
- 2.1.4 undue public safety impacts including but not limited to demand for resources, extended traffic congestion, parking in public right-of-ways, or seasonal road damage.

2.2 Minor Event. An Event that

- 2.2.1 is on private property, and
- 2.2.2 has a duration of not more than 10 hours on a single calendar day, and
- 2.2.3 takes place not more than 1 time in any 12 month period, and
- 2.2.4 has expected attendance of less than 150 people per occurrence, and
- 2.2.5 in the judgement of the Town Manager or designee, has no reasonable potential for
  - 2.2.5.1 undue noise, odor, or other impacts detectable beyond property lines, or
  - 2.2.5.2 undue public safety impacts described in Article 2.1.4.

2.3 Major Event. An Event that

- 2.3.1 is on public property, or
- 2.3.2 is on private property but exceeds at least one threshold for a Minor Event.

2.4 Duration. The duration of an event includes hours of preparation and cleanup before and after an Event if those activities, in the judgement of the Town Manager or designee, could reasonably be expected to contribute to conditions against which this ordinance aims to protect.

2.5 Expected Attendance. Expected attendance at an Event, for the purpose of determining whether an Event is Minor or Major, includes total expected attendees, organizers, and staff on a single calendar day regardless of the timing of their attendance on that day.

2.6 Examples. Subject to the foregoing limitations, Events may include, but are not limited to, the following: parade, fair, show, festival, carnival, rally, party, wedding, filming of movie, video or television show, motorcade, run, street dance, bike-a-thon, race, walk, athletic event, circus, carnival, menagerie, play, concert, entertainment, exhibition, celebration, and tent sale.

Article 3. Article III. Exemptions

The following shall be exempt from the requirement to obtain a permit for the event:

3.1 Activities that do not meet the thresholds set forth in Article 2.1.

3.2 Any event sponsored by the Town or any of the Town's departments.

3.3 Any event sponsored by a public school district located on school property.

3.4 Any event, structure, site development, establishment, change of use, or other land development that has a permit issued under the Randolph Land Use Regulations, including usual and customary accessory uses.

3.5 Events on Town property by an entity that has a lease, license, or use agreement to use the Town property for a purpose that would otherwise require an Event Permit (e.g., private sporting events on Town-owned fields).

Article 4. Zoning Requirements

4.1 The following are subject to the requirements of the Randolph Land Use Regulations: Any permanent facilities including but not limited to parking lots, fencing, stages, assembly halls, signage, or storage buildings, or uses including but not limited to indoor or outdoor storage, sales offices, rehearsals or staff training that will not be terminated or removed at the expiration of an Event Permit.

4.2 The following, subject to a determination by the Town Manager or designee, shall not be permitted as an Event and shall instead be evaluated as a change in use subject to the Randolph Land Use Regulations, unless otherwise determined by the Selectboard: An event on private property with a duration of more than 4 days cumulatively in a 12-month period, or if actively associated with a home business.

Article 5. Permit Required

5.1 Any person desiring to conduct or sponsor an Event shall first obtain an Event Permit from the Town Manager or designee.

5.2 Where a series of events are proposed such as performances, weekend sales, or other sequences of events that are not continuous in time, each event in the series shall constitute a separate Event subject to the requirements, enforcement provisions, and limitations herein, but may be permitted through a single application for the series.

5.3 An event that does not require a permit must still obtain all other applicable permits and licenses required by Vermont law, and other Town ordinances and/or regulations.

Article 6. Application Requirements

Event applications shall be submitted through the Town Manager's or designee's office, on forms provided by the Town.

6.1 Content

6.1.1 All Event Permit Applications shall provide, at a minimum, the following information:

6.1.1.1 Contact. The name of the applicant and/or sponsoring organization, the name, signature, address, telephone number, and email address of the owner(s) of any property on which the event will take place.

6.1.1.2 Description. Description of the proposed event to include: a) name, purpose, location, dates, hours of operation including setup and cleanup, and estimated number of attendees.

6.1.1.3 Abutter Notification. Unless modified per Article 8.2, names and mailing addresses of property owners abutting the proposed event and a certification by the applicant that they have mailed notification and a copy of the completed application form to all.

6.1.1.4 Fee. The filing fee determined by the Selectboard.

6.1.2 Major Event Permit Applications shall also include the following additional information:

6.1.2.1 Confirmation of Abutter Notification. Certification by Post Office that abutters have been notified by mail.

6.1.2.2 Public Safety Consultation. Information documenting consultation with Town regarding provision of Town personnel, services, and/or facilities needed to maintain public health, safety, and general welfare during the proposed event.

6.1.2.3 Annotated Map. An annotated site map(s) or drawings indicating location and schedule of activities, provisions for public safety and sanitation, and sensitive features on abutting properties.

6.2 Timing

6.2.1 Applications for Minor and Major events shall be submitted no fewer than 45 days and 60 days, respectively, prior to the commencement of the event.

6.2.2 Applications received after these dates will not be considered unless the Town Manager, at his or her sole and complete discretion, makes an exception.

Article 7. Public Safety Consultation and Conditions

7.1 Applicants for Major Event Permits shall communicate with Town Public Safety staff prior to submitting their application.

7.2 Events shall comply with the adopted fire codes, maintain adequate fire lanes, and have the Fire Chief or designee approve the location and size of all fire lanes, booths, stages, and other structures and equipment.

7.3 Major Events may, at the discretion of the Chief of Police or Fire Department, be required to have Public Safety personnel specially and exclusively assigned to the Event. The applicant shall

be responsible for the cost of this coverage, including but not limited to wages, personnel supplies, equipment, vehicles, and materials.

Article 8. Application Review Process

Upon receipt of a complete application for an Event Permit, the Town Manager or designee shall:

8.1 Determine whether the proposed Event is Minor or Major.

8.2 Determine if the nature of the event warrants deviation from standard notification of abutters.

8.3 For Major Events, act to have the application placed on the agenda of the next available Selectboard meeting, and notify the applicant of the time and place of the meeting.

8.4 Consult as needed with Town Departments such as Planning, Fire, Police, and Public Works.

8.5 Take Administrative action, in accordance with Article 9, on Minor Event applications.

Article 9. Action on Event Permit Applications

The Town Manager, designee, or the Selectboard shall act to approve, conditionally approve, or deny an application for an Event Permit. Minor Event applications shall be acted upon administratively. Major Event applications shall be acted upon by the Selectboard.

9.1 Approval. An application may be approved as submitted.

9.2 Conditional Approval. An application may be approved with conditions to protect public health, safety and welfare, to ensure compliance with all other applicable Town ordinances, and to ensure that demand on Town services created by the proposed Event can be met. Such conditions may include but are not limited to the following:

- 9.2.1 limits on duration and hours of operation,
- 9.2.2 limits on the number of attendees,
- 9.2.3 requirements for lavatory facilities,
- 9.2.4 plans for solid waste disposal, recycling and composting,
- 9.2.5 limits on sound amplification,
- 9.2.6 restriction or prohibition of open fires,
- 9.2.7 plans for parking and access, including emergency access,
- 9.2.8 setbacks from abutters,
- 9.2.9 requirements for fire protection and event security, and/or
- 9.2.10 additional notice to surrounding property owners.

9.3 Denial. An application may be denied if, after consideration of all information submitted by the applicant or other pertinent information, if it is determined that:

- 9.3.1 the application is incomplete; or
- 9.3.2 the applicant has failed to complete the application after having been notified of additional information or documents required; or
- 9.3.3 the applicant refuses to agree to abide by or comply with all of the conditions and terms of the permit; or
- 9.3.4 the time, route, hours, location, or size of the proposed Event will unnecessarily disrupt the movement of other traffic within the area; or

9.3.5 the proposed Event is of a size or nature that exceeds the ability of Town's Police Department to properly police the event or would otherwise place an undue burden on the Town; or

9.3.6 the location of the proposed Temporary Event would cause undue hardship for adjacent businesses or residents; or

9.3.7 the proposed Event would endanger public safety or health; or

9.3.8 the proposed Event would have an adverse impact on the general public's use of public property, services, or facilities; or

9.3.9 the applicant fails to comply with any liability insurance requirements that may be imposed as a condition of any permit; or

9.3.10 the proposed Event would create or constitute a public nuisance or would be likely to cause significant damage to public property or facilities; or

9.3.11 the proposed Event will generate a level of noise odor or other nuisance that in the judgment of the Selectboard represents an undue burden on abutters; or

9.3.12 The applicant has failed to arrange for Public Safety staffing as required herein.

Article 10. Permit Revocation

10.1 Any Event Permit issued pursuant to this Ordinance may be revoked by action of:

10.1.1 Town public safety officials, including but not limited to the Fire Chief, Police Chief, or their designee, in their sole and complete discretion and upon their determination that the event an imminent or substantial threat to public health or safety that cannot be immediately remedied upon verbal notice to the event holder, or

10.1.2 The Selectboard, if determined through information obtained following the issuance of a permit, that:

10.1.2.1 the health, safety and welfare of the public or an imminent or substantial threat of damage to public property requires such revocation, or

10.1.2.2 the Event Permit was issued based upon false information, or

10.1.2.3 the permittee has exceeded the scope of the Event Permit and/or any of its conditions.

10.2 Notice of the Selectboard meeting and of any action revoking an Event Permit shall be delivered in writing to the permittee by personal service or certified mail at the address specified by the permittee in its application.

Article 11. Penalties.

11.1 Violators of this Ordinance may be subject to a civil penalty to be assessed and collected for each violation of this Ordinance.

11.2 The following shall constitute separate violations:

11.2.1 Each day during which an Event is held without a permit, or

11.2.2 Each day a violation of an Event Permit continues, or

11.2.3 Each individual instance of noncompliance with provisions of an Event Permit or this Ordinance, or

11.2.4 Each unpermitted event attendee above either the capacity authorized by an Event Permit or, for an unpermitted event, above a numeric attendance threshold in Article 2.1.

11.3 Civil penalties shall be assessed and collected, and injunctive relief may be sought, in accordance with Title 24, Chapter 59 of the Vermont Statutes Annotated pertaining to civil ordinance penalties and violations.

11.3.1 Civil Penalty Amounts. The Town Manager, Selectboard, or their designee is authorized to recover civil penalties in the following amounts for each violation of this Ordinance:

First Offense	$ 250.00
Second Offense	$ 500.00
Third Offense and subsequent Offenses	$ 800.00

11.3.2 Waiver Fee Amounts. The Town Manager, Selectboard, or their designee is authorized to recover a waiver fee, in lieu of a civil penalty, in the following amounts, for any person who declines to contest a municipal complaint and pay the waiver fee:

First Offense	$ 100.00
Second Offense	$ 250.00
Third Offense and subsequent Offenses	$ 500.00

Article 12. Severability

If any part or portion of this Ordinance is determined to be invalid, such determination and invalidation shall not affect the validity or enforceability of the remaining provisions of this Ordinance.

Article 13. Repeal of Prior Ordinance

Upon the effective date of this Ordinance, the Public Assemblies Ordinance, effective 8/4/1981, shall be repealed and of no further force and/or effect.

Article 14. Effective Date.

This Ordinance shall become effective sixty (60) days following adoption by the Selectboard.